



# Information Memorandum

Oregon Department of Human Services

Originating Cluster:

Seniors and People with Disabilities

Authorized by: Catherine A. Cooper, Deputy  
Assistant Director  
*Signature*

IM Number: SPD-IM-03-097

Date: 10-16-03

**Subject:** General Assistance Program Restoration Implementation Plan

**Applies to (check all that apply):**

- |  |   |
|--|---|
| <input type="checkbox"/> All DHS employees             | <input type="checkbox"/> County DD Program Managers     |
| X Area Agencies on Aging                               | <input type="checkbox"/> County Mental Health Directors |
| <input type="checkbox"/> Children Adults and Families  | <input type="checkbox"/> Health Services                |
| X Community Human Services                             | X Seniors and People with Disabilities                  |
| <input type="checkbox"/> Other (please specify): _____ |   |

**Message:** We want to thank you for your exceptional and thoughtful assistance in shaping a revised General Assistance (GA) program. Services to this group of Oregonians' have been strengthened by those contributions. The Department of Human Services will implement the GA workgroup's recommendations November 1, 2003.

In an effort to ensure adequate support for program implementation, the Department is taking the following actions:

- 1) AAA Contracts will be modified to include GA program administration. These modifications will be sent by October 20, 2003 and will need to be signed by October 31, 2003.
- 2) Specific GA staffing allocations will be available by October 20, 2003. This will be outside of the agreed upon plan from the Staffing Allocations Workgroup, but necessary to recruit and fill positions before November 1.
- 3) An additional October NetCast has been scheduled for the afternoon of October 23, 2003. All areas that were unable to register for the first NetCast are being registered for this additional session.
- 4) Beginning November 1, outreach activities will be phased in over a period of 45 days. Outreach groups are being identified and an Action Request will be sent by October 20, 2003.
- 5) The GA Workgroup will continue to function as a steering committee to provide advice as we restore the GA program.

- 6) On November 1, field offices will begin accepting GA program applications. As it did previously, the revised GA program will allow 45 days to determine program eligibility. This will allow time to complete hiring and initial training activities.
- 7) A technical assistance hotline (866-299-3562) will be available for field staff for the first two months of the program. This is for staff only and is not a client hotline. Please do not give this number to clients.
- 8) NetCast trainings will be held again on November 4 and November 24 from 1:30 to 5:00.
- 9) A conference call has been scheduled for Monday, October 20 from 10-11 a.m. to discuss the implementation of the GA program.

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